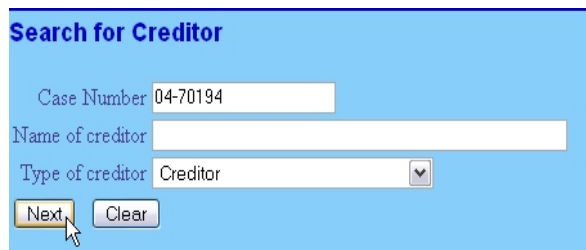


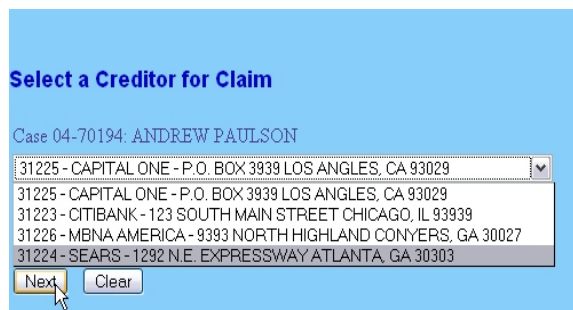
Filing a Proof of Claim

- Go to our website, <https://ecf-train.nvb.uscourts.gov>
- Click on the link to the District of Nevada - Document Filing System, and type in your assigned ECF login and password
- Click on **Bankruptcy** - a list of bankruptcy events will appear
- Click on **File Claims**
- On the first screen, you will be asked for the case number and name of the creditor. You must enter a case number, and it is recommended that you do not enter a specific creditor name, since you want to search for all creditors associated with this case. For type of creditor, choose the default of creditor. Click **“next”**.



The screenshot shows a web form titled "Search for Creditor" with a light blue background. It contains three input fields: "Case Number" with the value "04-70194", "Name of creditor" which is empty, and "Type of creditor" with a dropdown menu showing "Creditor". At the bottom are two buttons: "Next" and "Clear". A mouse cursor is pointing at the "Next" button.

- On the next screen, you will see a box that contains all of the creditors that have been added to the case. (Click on the down arrow to view all creditors) Click on the creditor for which you are filing this claim and click **“next”**.



The screenshot shows a web form titled "Select a Creditor for Claim" with a light blue background. It displays the case information "Case 04-70194: ANDREW PAULSON". Below this is a list of creditors in a scrollable box, with the first one selected: "31225 - CAPITAL ONE - P.O. BOX 3939 LOS ANGELES, CA 93029". Other visible creditors include "31223 - CITIBANK - 123 SOUTH MAIN STREET CHICAGO, IL 93939", "31226 - MBNA AMERICA - 9393 NORTH HIGHLAND CONYERS, GA 30027", and "31224 - SEARS - 1292 N.E. EXPRESSWAY ATLANTA, GA 30303". At the bottom are "Next" and "Clear" buttons, with a mouse cursor pointing at the "Next" button.

- Should the creditor not appear, click on **“Add Creditor”** and type in the name and address for the creditor. Note: Each name and address field has a 50 character limit. If you have no other creditors to add, remember to click on Last Entry. Click **“next”**.

Add Creditor(s)

Case 04-70194 already contains creditors!
Case number 04-70194 ANDREW PAULSON

Name

Address 1

Address 2

Address 3

Address 4

Address 5

Type

Creditor committee ☒ No ☐ Yes

☐ Continue To Enter ☒ Last Entry

- The next screen will ask you to enter the information that is found on the claim. Once you are finished, click **“next”**.

Proof Of Claim Information For

31225 - CAPITAL ONE
P.O. BOX 3939
LOS ANGELES, CA 90019

Case Number: 04-70194	Claim No:	Amends Claim #	Duplicates Claim #	Filed By:
				Creditor
Last Date To File:	Last Date To File(Govt):	Date Filed: 02/02/2004	Late: No	Status:
Amount Claimed				
Unsecured	Secured	Priority	Unknown	Total (Display Only)
\$500.00				\$500.00
Amount Allowed				Total (Display Only)
Description:				
Remarks:				
<input type="button" value="Next"/> <input type="button" value="Clear"/>				

- You will then be asked to choose the pdf document associated with this claim. Attach the appropriate pdf file and click **“next”**. If there are attachments or exhibits to be added with the claim, check **“Yes”** and add those files to the entry before clicking on the **“next”** button.

Case 04-70194

Select the pdf document (for example: CA199cv501-21.pdf).

Filename

C:\MyDocuments\CLAIMS.PDF

Attachments to Document: ☒ No ☐ Yes

- The next screen gives you the Notice of Electronic Claims Filing, which gives you the claim number. You can print this for your records. This will be your proof of filing. You will notice that the case number and claim number are underlined. Those are hyperlinks to that case. You may click on those and login to Pacer to view the claim or docket sheets.

District of Nevada

Notice of Electronic Claims Filing

The following transaction was received from aty5, on 2/2/2004 at 8:04 AM PST

Case Name: ANDREW PAULSON
Case Number: 04-70194
CAPITAL ONE
Creditor Name: P O BOX 3939
LOS ANGELES, CA 93029
Claim Number: 1
Total Amount Claimed: \$5500.00

The following document(s) are associated with this transaction:

Document description: Main Document
Original filename: CLAIMS.PDF
Electronic document Stamp:
[STAMP bkecfStamp_ID=989277954 [Date=2/2/2004] [FileNumber=56198-0] [f
6c9886f108cb3051eaa5c2c344555f31ee81cf0148cd97881f26fce6f88b58a3b6f0
d72f980b6f3ae6b9c7f3890d266f03f044968319ac9ec71bb6ab0a50]]

04-70194 Notice will be electronically mailed to:

TOM GRIMMETT chapter7trustee@sprint.com,
aty5 MARIANNE_STREET@NVB.USCOURTS.GOV